

Meeting Minutes
Plan & Zoning Commission Meeting
Tuesday, September 16, 2014
Ankeny City Hall – City Council Chambers
410 W. First Street, Ankeny, Iowa

CALL TO ORDER

The September 16, 2014 meeting of the Plan & Zoning Commission was called to order at 6:30 pm by Chairman L.West.

ROLL CALL

Members present: T.Flack, D.Fliger, D.Godwin, G.Hunter, P.Mollenhauer, S.Odson, T.Ripper, L.Voigt, L.West. Staff present: E.Jensen, E.Carstens, J.Gould, E.Bodeker, T.Kuhn.

AMENDMENTS TO THE AGENDA

L.West requested the removal of Item #2 from the Consent Agenda. Motion by D.Fliger to approve the amended agenda. Second by T.Flack. All voted aye. Motion carried 9 – 0.

COMMUNICATIONS

There were no communications.

CITIZEN'S REQUEST

There were no requests.

CONSENT AGENDA ITEMS

Item #1. Minutes

Motion to approve and accept the August 19, 2014 minutes of the Plan & Zoning Commission meeting.

Item #3. 1380/1390 NW 18th Street –Signature Village Plat 2 Lots 11 & 12 Site Plan

Motion to approve the Signature Village Plat 2 Lots 11 & 12 Site Plan at 1380 & 1390 NW 18th Street.

Item #4. Otter Creek Golf Course Plat 7 – Final Plat

Motion to recommend City Council approval of Otter Creek Golf Course Plat 7 Final Plat.

Item #5. The Greens at Woodland Hills Plat 2 - Preliminary Plat (County)

Motion to recommend City Council approval of The Greens at Woodland Hills Plat 2 Preliminary Plat subject to applicable Polk County subdivision regulations in lieu of City of Ankeny subdivision regulations.

Motion by G.Hunter to approve the recommendations for Consent Agenda Item #1 and Items #3 - #5. Second by L.Voigt. All voted aye. Motion carried 9 – 0.

REMOVED CONSENT AGENDA ITEMS

Item #2. 3305 N Ankeny Blvd. – iWireless Stealth Monopole Cell Tower Site Plan

Pete McNally, The Grinnell Group, 225 42nd Street, Des Moines, representing Iowa Wireless explained that the company recently purchased the Des Moines market from T-Mobile and is in the process of upgrading coverage throughout the Des Moines Metro area; and, as a result, has been working with city staff to upgrade existing cell towers, locate towers with co-location opportunities and identify sites for future towers. He stated that this is one of two new towers proposed in Ankeny. Presenting an aerial map, Mr.McNally identified the site along N Ankeny Blvd., just south of NE 36th Street, south of Heartland Tire, north of Fareway and west of the Briarwood Golf Course. He explained that

Mr. Kimberley, owner of the property, is working on a development plan for the entire parcel. The cell tower location along the eastern property boundary will minimize any impact on the development potential of the property and is outside of the easements that encumber the eastern portion. An 80 foot monopole tower is proposed with internal antennas. There will be no buildings at the base, as iWireless uses outdoor equipment cabinets. The site will be enclosed using brick columns as part of the fencing and landscaping. Utilities will be underground, the facility is unmanned; with techs visiting the site once a month or quarterly to check on equipment and ground maintenance performed as needed.

D. Fliger noted that there is no landscaping shown on the east and west sides of the enclosure and asked why there is none on the east side against the Briarwood Golf Course. Mr. McNally explained that the leased area was designed to provide room for a company to co-locate with their ground equipment and is entirely fenced. The fence is within a foot of the eastern property line leaving no room for landscaping. D. Fliger asked what variances were granted for this project. Mr. McNally responded that height, a rear yard setback and paving variances were granted. E. Jensen added that Ankeny has an older Code and cell towers are not addressed well subsequently requiring each to secure at least a height variance. D. Fliger asked what the rear yard setback is for this C-2 District. E. Carstens said that the tower is considered a principle structure, so the required rear yard setback is 40-feet, a variance was granted to allow a 10 foot rear yard setback. E. Jensen added that this project is similar to the Valley Bank cell tower site that was granted a setback variance. E. Carstens further explained that the 10-foot setback is for the tower, the fence surrounding the tower defines the leased area and runs within a foot of the eastern lot line. D. Fliger asked if there will be any equipment outside of the fence. Mr. McNally responded that there will be some utility boxes that will be located outside of the fenced area. D. Fliger asked about the plan for maintenance of the cedar fence, since it will deteriorate over time. Mr. McNally assured the Commission that the fence will be maintained adding that the landowner will likely make his expectations of the fence condition very clear. D. Fliger asked if there is opportunity for co-location. Mr. McNally presented a drawing of the tower structure and identified the 3 different elevations made of fiberglass shrouds that allow for antennas to be placed. He believes one or two co-locations can be accommodated by placing their antennas inside of the iWireless tower and installing their equipment inside of the fenced area. D. Fliger asked about the address of the facility. E. Bodeker responded that it is the address assigned to the parcel during platting, a new address will be assigned to any new building.

Motion by D. Fliger to approve the iWireless Stealth Monopole Cell Tower Site Plan at 3305 N Ankeny Blvd. Second by G. Hunter. All voted aye. Motion carried 9 – 0.

BUSINESS ITEMS

Item #6. Request by Silver Oaks, Inc/Jerry's Homes, Inc to vacate a portion of NE 54th Street (Book 6323 Page 471) located at the northeast corner of NE 54th Street and NE Trilein Drive.

Item #7. Northgate Plat 3 - Final Plat

Staff Report: J. Gould explained that presenting Item #7, Northgate Plat 3 in conjunction with Item #6, will make it easier to understand the r-o-w vacation request. She presented the final plat drawing identifying the location of Northgate Plat 3, as north of NE 54th Street along future NE Trilein Drive. She explained that the vacation request was referred to the Commission by City Council for recommendation prior to their public hearing. She said that the portion of r-o-w to be vacated is a very small portion of r-o-w acquired some time ago that will become a part of Northgate Plat 3 Lot 8

creating a street side yard and rear yard that will allow for a more contiguous property line along NE 54th Street. Staff has reviewed the vacation and believes it is unnecessary for it to remain as r-o-w and it would be better to have a consistent boundary line across NE 54th Street.

S.Odson asked what the cost was of the original acquisition. E.Carstens responded that he believes the county would have acquired the property most likely to allow for the construction of the bridge over NE 54th Street. S.Odson commented that (we) Polk County, paid for the acquisition and now we are vacating it free of charge. E.Carstens said there is a \$250 processing fee to cover the city's costs for the vacation, there is no Council policy on selling vacated property.

Motion by T.Flack to recommend City Council approval of the request to vacate a portion of NE 54th Street (Book 6323 Page 471) located at the northeast corner of NE 54th Street and NE Trilein Drive. Second by T.Ripper. All voted aye. Motion carried 9 – 0.

Motion by D.Godwin to recommend City Council approval of Northgate Plat 3 Final Plat and authorize cost participation for sidewalk oversizing in an amount estimated to be \$5,838.74 along NE Trilein Drive subject to acceptance of a parksite dedication agreement and subject to the vacation of a portion of NE 54th Street ROW. Second by P.Mollenhauer. All voted aye. Motion carried 9 – 0.

Item #8. Vacation of SE Fourmile Drive ROW

Staff Report: E.Jensen explained that this item was added to the agenda following City Council action on Monday as a request for a recommendation by the Commission. He presented an aerial map identifying the location as south of SE Oralabor Road, east of Ankeny Regional Airport and explained that recently the Polk County Aviation Authority acquired r-o-w to relocate Fourmile Drive because the FAA determined a need for a greater clear zone at the east end of the runway. Now open to traffic, SE Fourmile Drive was reconstructed curving to the east which left a remnant piece of r-o-w that is no longer needed. Referring to the exhibit, E.Jensen identified the southern portion of the abandoned r-o-w to be vacated back to the Polk County Aviation Authority, the northern portion of the abandoned r-o-w to be transferred to the Johnson property, which are the adjacent owners. This action is simply cleaning up r-o-w that is no longer needed.

S.Odson asked what amount was paid to the Johnson family for the new r-o-w. E.Jensen responded that he did not have that information.

L.West asked if the roadway relocation surpassed the requirements of the FAA, or will it need to be done again in the future. E.Jensen responded that this meets the requirements of the FAA, he does not believe it allows for any extension of the runway, it covers the clear zone for the existing runway. G.Hunter added that there was a large portion of the runway that could not be used, now that the clear zone has been pushed out, the entire runway is available.

Motion by D.Fliger to recommend City Council approval of the request to vacate the recently abandoned portion of SE Fourmile Drive right-of-way, located south of SE Oralabor Road and east of the Ankeny Regional Airport. Second by P.Mollenhauer. All voted aye. Motion carried 9 – 0.

REPORTS

City Council Meeting

P.Mollenhauer reported on her attendance at the September 2, 2014 City Council meeting. E.Jensen reported on September 15, 2014 City Council meeting.

Director's Report

E.Jensen presented the tentative agenda items for the October 7, 2014 meeting and the August Building Permits Report. He asked the Commission for consideration in changing the annual retreat to a spring event, rather than fall. There were no objections by the Commissioners. E.Jensen suggested that updates by department directors can be scheduled as part of a Commission meeting.

Commissioner's Reports

S.Odson commented that when the first cell tower came into Ankeny, he and a couple of other Commissioners suggested identifying and designating future cell tower locations, preferably on public property so that people would be aware of where towers may be placed in the future. E.Jensen responded that the problem is, each carrier has a different set of requirements, and coverage and capacity requirements change, so it is difficult to identify future locations. S.Odson agreed, however he believes future sites can be identified. E.Jensen added that the Federal Communications Act further limits the City's ability to regulate locations.

S.Odson commented that he did not understand Council's reason for deferring the Community Development Block Grant Program and received calls from residents asking about it. He added that as ambassadors to the City Council the Commissioners need to be able to respond to the questions they receive from residents. E.Jensen suggested the City Manager may be available to discuss the topic with the Commission following a regular P&Z meeting. D.Fliger said that he has received questions as well.

L.West asked if there are other changes, in addition to the opportunity to become an entitlement community that a population of 50,000 brings about. She asked about the status of SW Irvinedale Drive. E.Jensen responded that during the Director's meeting it was reported that the project was about a week and half behind schedule.

MISCELLANEOUS ITEM

D.Godwin will attend the October 6, 2014 City Council meeting.

ADJOURNMENT

There being no further business, the meeting adjourned at 6:40 pm.

Submitted by Trish Kuhn, Secretary

Plan & Zoning Commission